

## 109-43.001

### Subpart 109-43.1—General Provisions

- 109-43.101 Agency utilization reviews.
- 109-43.103 Agency utilization officials.

### Subpart 109-43.3—Utilization of Excess

- 109-43.302 Agency responsibility.
- 109-43.302-50 Utilization by designated contractors.
- 109-43.304 Reporting requirements.
- 109-43.304-1 Reporting.
- 109-43.304-1.50 DOE reutilization screening.
- 109-43.304-1.51 Transfers within DOE.
- 109-43.304-2 Form and distribution of reports.
- 109-43.304-4 Property at installations due to be discontinued.
- 109-43.305 Property not required to be formally reported.
- 109-43.305-50 Nuclear-related and proliferation-sensitive personal property.
- 109-43.307 Items requiring special handling.
- 109-43.307-2 Hazardous materials.
- 109-43.307-2.50 Monitoring of hazardous personal property.
- 109-43.307-2.51 Holding hazardous personal property.
- 109-43.307-3 Conditional gifts for defense purposes.
- 109-43.307-4 Conditional gifts to reduce the public debt.
- 109-43.307-50 Export controlled personal property.
- 109-43.307-51 Classified personal property.
- 109-43.307-52 Nuclear-related or proliferation-sensitive personal property.
- 109-43.307-53 Automatic data processing equipment (ADPE).
- 109-43.307-54 Unsafe personal property.
- 109-43.312 Use of excess personal property on cost-reimbursement contracts.
- 109-43.313 Use of excess personal property on cooperative agreements.
- 109-43.314 Use of excess personal property on grants.
- 109-43.315 Certification of non-Federal agency screeners.

### Subpart 109-43.5—Utilization of Foreign Excess Personal Property

- 109-43.502 Holding agency responsibilities.

### Subpart 109-43.47—Reports

- 109-43.4701 Performance reports.

### Subpart 109-43.50—Utilization of Personal Property Held for Facilities in Standby

- 109-43.5000 Scope of subpart.
- § 109-43.5001 Definition.
- 109-43.5002 Reviews to determine need for retaining items.

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### 109-43.001 Definition.

*DOE screening period* means the period of time that reportable excess personal property is screened throughout DOE for reutilization purposes and, for selected items, through the Used Energy-Related Laboratory Equipment (ERLE) Grant Program.

### Subpart 109-43.1—General Provisions

#### § 109-43.101 Agency utilization reviews.

DOE offices and designated contractors are responsible for continuously surveying property under their control to assure maximum use, and shall promptly identify property that is excess to their needs and make it available for use elsewhere.

#### § 109-43.103 Agency utilization officials.

The DPMO is designated as the DOE National Utilization Officer.

### Subpart 109-43.3—Utilization of Excess

#### § 109-43.302 Agency responsibility.

#### § 109-43.302-50 Utilization by designated contractors.

Heads of field organizations may authorize designated contractors to perform the functions pertaining to the utilization of excess personal property normally performed by a Federal agency, provided the designated contractors have written policies and procedures.

#### § 109-43.304 Reporting requirements.

##### § 109-43.304-1 Reporting.

##### § 109-43.304-1.50 DOE reutilization screening.

(a) Prior to reporting excess personal property to GSA, reportable personal property shall be screened for reutilization within DOE through the Reportable Excess Automated Property System (REAPS) for a 30-day period.

## Department of Energy

## § 109-43.307-2.50

REAPS also provides for a 15-day expedited screening period for certain categories of personal property for economic development and to satisfy urgent conditions.

(b) An additional 30-day screening period shall be allocated for items eligible for screening by educational institutions through ERLE.

(c) Items in FSCG 66 (Instruments and Laboratory Equipment), 70 (General Purpose Information Processing Equipment (including firmware)), and 99 (Miscellaneous) are reportable when the unit acquisition cost is \$1,000 or more.

(d) In exceptional or unusual cases when time is critical, screening of excess property may be accomplished by telegram or facsimile with due consideration given to the additional costs involved. Examples of situations when this method of screening would be used are when there is a requirement for quick disposal actions due to unplanned contract terminations or facilities closing; to alleviate the paying of storage costs; when storage space is critical; to process exchange/sale transactions; property dangerous to public health and safety; property determined to be classified or otherwise sensitive for reasons of national security (when classified communications facilities are used); or for hazardous materials which may not be disposed of outside of the Department.

(e) Concurrent DOE and Federal agency screening generally shall not be conducted.

### **§ 109-43.304-1.51 Transfers within DOE.**

Transfers within DOE generally shall be effected by completion of a SF-122, Transfer Order Excess Personal Property. Except for those designated contractors authorized by the DOE contracting office to execute transfer orders, transfers to DOE contractors must be approved by the cognizant DOE property administrator for the contractor receiving the property.

### **§ 109-43.304-2 Form and distribution of reports.**

Reportable property will be electronically reported by REAPS directly

to GSA following internal DOE and ERLE screening.

### **§ 109-43.304-4 Property at installations due to be discontinued.**

When closing installations, DOE offices shall work with the appropriate GSA regional offices to develop site utilization and disposal programs:

(a) In developing a disposal program, property shall be determined to be excess to DOE needs before reporting it to GSA.

(b) If a deviation from DOE policy or procedures is required, prior written approval of the Deputy Assistant Secretary for Procurement and Assistance Management shall be obtained.

(c) When deviation from existing GSA regulations is involved, approval by the appropriate GSA regional office will be sufficient to validate the disposition. A copy of the GSA approval should be forwarded for information to the DPMO.

### **§ 109-43.305 Property not required to be formally reported.**

(a) [Reserved]

(b) Equipment, parts, accessories, jigs and components which are of special design, composition, or manufacture and which are intended for use only by specific DOE installations (such as spare parts for equipment used in atomic processes) are not reportable and shall not be formally screened within DOE or reported to GSA.

### **§ 109-43.305-50 Nuclear-related and proliferation-sensitive personal property.**

Nuclear-related and proliferation-sensitive property is not reportable and shall not be formally screened within DOE or reported to GSA.

### **§ 109-43.307 Items requiring special handling.**

#### **§ 109-43.307-2 Hazardous materials.**

#### **§ 109-43.307-2.50 Monitoring of hazardous personal property.**

To provide assurance that hazardous personal property is not being inadvertently released from the site by transfer or sale to the public, all hazardous or suspected hazardous personal